PURCHASE DIVISION

Advice for approval for credit to supplier

Date:	25/02/2022	Prepared by	MANISH	Serial no.	2407
Supplier name	Gautham. Enterprises.			HO inward no.	
Firm/Company	Mahalaxmi Realty Kowkur LLP.	Project	6+17.	HO received date	
PO/WO date	16/02/2022	PO/WO No.	85597	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	1974	23/02/2022	3,920/-	☑ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):		3,920/-	
Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report			
MRN nos.: 104143.		Proof of delivery matches MRN	☑ Yes □ No
Amount B –Other Credits : Transportation charges			–
Amount C –Other Debits :			–
Amount D (D=A+B-C) – Amount to be credited to the supplier:			3,920/-
Amount E – PO / WO value:			3,920/-
Amount F – Difference (A – E):			- NIL -
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received		
Close PO / WO	☑ Yes □ No – wait for balance material □ Other		
Payment – due date	07/03/2022		
Remarks:			

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:		APPROVED			-
Sign:		25 FEB 2022			
Date		MINISH PARIKH			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

(ORIGINAL FOR RECIPIENT)

utham Enterprises
0-98/19, Vallabh Nagar,Begumpet, Secunderabad
ı-500016 Ph.27763763,40211963
STIN/UIN: 36ADIPA9683N1ZW
ate Name : Telangana, Code : 36
Mail : gautham_entps2424@yahoo.com

ɔnsignee (Ship to)
ıehta & Modi Realty Kowkur LLP
-4-187/3&4, IInd Floor
IG Road, Soham Mansion
ecunerabad-500003
SSTIN/UIN : 36ABLFM7631F1Z3
State Name : Telangana, Code : 36

Buyer (Bill to)
Mehta & Modi Realty Kowkur LLP
5-4-187/3&4, IInd Floor
MG Road, Soham Mansion
Secunerabad-500003
GSTIN/UIN : 36ABLFM7631F1Z3
State Name : Telangana, Code : 36

Invoice No. **1974**	Dated **23-Feb-22**
Delivery Note	Mode/Terms of Payment
Reference No. & Date.	Other References
Buyer's Order No. **p.o.no - 85597 16.2.22**	Dated **23-Feb-22**
Dispatch Doc No.	Delivery Note Date
Dispatched through **Somesh**	Destination **TS10UB3123**
Terms of Delivery	

Sl No.	Description of Goods	HSN/SAC	GST Rate	Quantity	Rate (Incl. of Tax)	Rate	per	Disc. %	Amount
1	**Nescafe Signature Premix**	21011200	18 %	**8 kg**	490.00	415.25	kg		**3,322.00**
	CGST Output - 9%					*9*	*%*		**298.98**
	SGST Output - 9%					*9*	*%*		**298.98**
	Rounded Off								**0.04**
	Total			**8 kg**					**₹ 3,920.00**

E. & O.E

Amount Chargeable (in words)
INR Three Thousand Nine Hundred Twenty Only

HSN/SAC		Taxable Value	Central Tax Rate	Central Tax Amount	State Tax Rate	State Tax Amount	Total Tax Amount
21011200		3,322.00	9%	298.98	9%	298.98	597.96
	Total	**3,322.00**		**298.98**		**298.98**	**597.96**

Tax Amount (in words) : **INR Five Hundred Ninety Seven and Ninety Six paise Only**

Company's Bank Details
Bank Name : **Union Bank of India**
A/c No. : **022231043001908**
Branch & IFS Code : **Ameerpet Br & UBIN0802221**

for Gautham Enterprises

Authorised Signatory

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

SUBJECT TO HYDERABAD JURISDICTION
This is a Computer Generated Invoice

INWARD
Inward No: 12159 Dt: 3/3/22
MRN No: 104143 Dt: 24/2/22
Received By: Sign:
MEHTA & MODI REALTY KOWKUR LLP
17:11

SUMMIT SALES LLP R.R. DIST.
INWARD
No: 91585
Date: 25/2
Sign:

GAUTHAM ENTERPRISES Begumpet, Secunderabad-16.

Purchase Order

 16-02-2022 14:10:37

85597
14.02.22 2:32:33

.opy

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunder
G S T No. : 36ABLFM7631F1Z3

Supplier Details				
Gautham Enterprises		**Doc No**	85597	141203
Shop No. 1-10-98/19, Begumpet, behind Panthalooms,Sec-Bad		**Doc Date**	16-02-2022	
		Quote No	Nil	
GSTIN 36ADIPA9683N12W	NA	**Quote Date**	16-02-2022	
2776-3763 / 6633-8763	9848035963	**SupplyType**	Supply	

Kind Attn : Mr.Venkatesh Goud / Mrs. Saritha

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	4011 - Consumables - Coffee Powder - NA - kgs	8.00	415.25	0.00	18.00	3,919.96
					Total Order Value . . .	**3,919.96**

Rupees : Three Thousand Nine Hundred Ninteen and Paise Ninty Six Only.

Terms and Conditions :-

Specification /	Brand is Cafe desire
Payment Terms	After delivery
Tax	Included in the above prices
Delivery Date	With in a day
Delivery Location	Greenwood Heights Sy no: 196, Kowkur. Phone. 040-66335551
Penality For Delay	Nil
Transportation	Nil
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications, above order is for customer refreshment purpose.
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email.

For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : 17/02/2022

Name : ______________________

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Date : __/__/____

Requisition Form

Company Name:	Mehta & Modi Realty Kowkur LLP	Date:	16-02-2022
Site & Phase :	GHT	Time:	10.22
Supplier		Req. No.	141203
Material required before date:	18-01-2022	ID No.	73877

No	Description	Size	Quantity	Units	Inward No	Date
1	Coffee powder	1 kg	08	No.s		
	85597					
			APPROVED 17 FEB 2022 MINISH PARIKH MANAGER PROCUREMENT			

Remarks: - For offfice use purpose

Prepared By	N.Shravya	Approved by	A Suresh
Sign.& Date	16-02-2022	Sign. & Date	16-02-2022

Note: On receipt of material at site write inward number and date in last 2 columns.

Purchase Order

 16-02-2022 14:10:37 Original / Office Copy / Purchase Div.Copy

From Company : **Mehta & Modi Realty Kowkur LLP**
5-4-187/3&4, II nd floor, MG Road, Soham Mansion, Secunderabad-500003
G S T No. : 36ABLFM7631F1Z3

Supplier Details			
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	Quote No	Nil	
GSTIN 36ADIPA9683N12W NA	**Quote Date**	16-02-2022	
2776-3763 / 6633-8763 9848035963	**SupplyType**	Supply	

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For ***Mehta & Modi Realty Kowkur LLP***

Authorised Signatory

Name : 17/02/2022

Accepted the above Terms And Conditions

For ***Gautham Enterprises***

Name : ____________

Date : __/__/____